



VILLAGE OF BARRINGTON
200 South Hough Street
Barrington, IL 60010

APPLICATION FOR EMPLOYMENT POLICE OFFICER

*It is the policy of the Village of Barrington to ensure equal opportunity for all individuals without regard to race, color, religion, sex, age, national origin, disability or any other category protected by law. **Please complete all blanks or indicate "not applicable."** Incomplete applications may be subject to rejection.*

Date: ____/____/____

1. Name: _____
Last First Middle
2. Present address: _____
Street City State Zip
3. Phone: () _____ - _____ 4. Social Security Number: _____ - _____ - _____
5. Position applied for: _____ 6. Date available to start: ____/____/____
7. Date of Birth*: _____ 8. Driver's license #, Class and State of Issue: _____
9. How were you referred to the Village of Barrington? _____
10. Are you presently employed? ☐ Yes ☐ No If yes, may we contact your present employer? ☐ Yes ☐ No
11. If you have ever worked under another name, what was that name? _____
12. What experience have you had with firearms? _____
13. Are you legally authorized to work in the United States? ☐ Yes ☐ No

Proof of legal status to work as defined by the State of Illinois Human Rights Act will be required.

Have you been convicted of any violations of the law since your 16th birthday that may be related to the type of work for which you have applied? (Do not include traffic violations for which you were fined \$75 or less, or forfeited collateral of \$75 or less.) ☐ Yes ☐ No

Convictions not reported may be used as grounds for cancellation of application or termination of employment.

If answer is "Yes", list all such cases on the third page of this application. In each case give: (1) date, court and location; (2) nature of the offense or violation; (3) the penalty imposed, if any, or other disposition of the case.

Conviction of a violation of the law is not an automatic bar to employment. Each case is considered on its individual merits.

*Illinois State Statutes provide that an applicant for a Police Officer position must be a minimum of 21 years of age in order to be appointed, maximum of 34 years of age at time of application, maximum of 36 years of age at time of appointment, except as otherwise provided by law.

14. Are you presently working for the Village of Barrington? ☐ Yes ☐ No
If yes, what department? _____ Dates of employment: _____
15. Were you previously employed by the Village of Barrington? ☐ Yes ☐ No
If yes, what department? _____ Dates of employment: _____
Under what name were you employed? _____
16. Have you previously filed an application or taken an examination for a job with the Village of Barrington?
☐ Yes ☐ No If yes, what position? _____ Date applied: _____
17. Have you ever been discharged or forced to resign for misconduct or unsatisfactory service from any job?
☐ Yes ☐ No
If yes, give the name of the employer, date and reason in each case on the third page of this application.
18. Do you have any relatives working for the Village? ☐ Yes (please specify below) ☐ No
Name: _____
Relationship: _____
19. Military service? ☐ Yes ☐ No If yes, which branch _____
From _____ To _____ Type of discharge _____
Identify job related duties: _____

EDUCATION

Circle highest grade completed

High School

College

Post-Graduate

9 10 11 12

13 14 15 16

1 2 MA PhD

Training beyond high school – list colleges or universities, nursing, business college, specialized training courses, apprenticeships or other classes you have attended or training you have taken. Give detailed information and location of schools or training session, credits earned, major areas of study and degrees or certificates received.

Name & location of high school; trade or business schools; colleges attended; or training attended	Dates attended From/To	Degrees/ certifications earned	Courses/areas of study

ADDITIONAL INFORMATION SHEET

If you answered Yes to Questions 13 and 17, please explain details below.

13. Have you been convicted of any violations of the law since your 16th birthday that may be related to the type of work for which you have applied? (Do not include traffic violations for which you were fined \$75 or less, or forfeited collateral of \$75 or less.) Convictions not reported may be used as grounds for dismissal. In each case give: (1) Date, court and location; (2) Nature of the offense or violation; (3) The penalty imposed, if any, or other disposition of the case. Conviction of a violation of the law is not an automatic bar to employment. Each case is considered on its individual merits.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slightly textured appearance and is set against a dark background.

17. Have you ever been discharged or forced to resign for misconduct or unsatisfactory service from any job? In each instance, give the name of the employer, date and reason.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

EMPLOYMENT INFORMATION

Note: We may contact any previous employer to verify your job title, description of past duties, dates of employment, and compensation. Is it OK if we contact your present supervisor? ☐ Yes ☐ No

Work History—Start with your present or last job and work back, using additional sheets if necessary. (Resume will not substitute for completion of this portion of the application.)

- 1) Employer _____
Address _____
Supervisor's name _____
Supervisor's title _____ Phone number _____
Your title _____
Under what name were you employed? _____
Description of duties _____

From _____ month _____ year To _____ month _____ year
Reason for leaving _____
- 2) Employer _____
Address _____
Supervisor's name _____
Supervisor's title _____ Phone number _____
Your title _____
Under what name were you employed? _____
Description of duties _____

From _____ month _____ year To _____ month _____ year
Reason for leaving _____
- 3) Employer _____
Address _____
Supervisor's name _____
Supervisor's title _____ Phone number _____
Your title _____
Under what name were you employed? _____
Description of duties _____

From _____ month _____ year To _____ month _____ year
Reason for leaving _____

4) Employer _____
Address _____
Supervisor's name _____
Supervisor's title _____ Phone number _____
Your title _____
Under what name were you employed? _____
Description of duties _____

From _____ month _____ year To _____ month _____ year
Reason for leaving _____

Please use the space below to summarize any special qualifications, training or experience that you have, and feel should be considered in reviewing your application, or account for any gaps in your work history.

REFERENCES (Do not list relatives)

Name and Occupation	Address	Phone #	Relationship
1.			
2.			
3.			
4.			
5.			
6.			

ACKNOWLEDGEMENT

Please read carefully.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that falsified statements or omission of facts on this application shall be considered sufficient cause for termination of employment or cancellation of application.

I understand and agree that the Village of Barrington is hereby authorized to make inquiries concerning my character, employment record and other matters concerning my possible employment. I further understand that such inquiries will include checking police records for convictions. I understand that I may request reasonable accommodations if needed, due to disability, in order to participate in the overall application process.

I understand that the filing of the application or participation in an interview or testing as part of the application process in no way constitutes an offer of employment or contract for employment. I acknowledge the right of the Village of Barrington to make changes in policy and benefits where not specified or covered by contract without notice and I understand that only written conditions as contained in an offer made to me by an authorized official will be honored by this organization. Should I become employed, I agree to conform with all rules and regulations of the Village of Barrington, as subject to change by the Village from time to time.

Signed _____

Date ____/____/____

Signed and sworn to before me this _____ day of _____, 2004.

Notary Public

The Village of Barrington is an equal opportunity employer.

Return completed form to: Village of Barrington
Attn. Human Resources
200 S. Hough Street
Barrington, IL 60010